



**U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION**

Effective Date: **9-15-2010**

**SUBJ: Flight Crewmember Mentoring, Leadership and Professional Development  
Aviation Rulemaking Committee**

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**1. PURPOSE.** This document establishes the Flight Crewmember Mentoring, Leadership and Professional Development Aviation Rulemaking Committee (ARC) according to the Administrator's authority under Title 49 of the United States Code (49 U.S.C.), section 106(p)(5).

**2. BACKGROUND.**

**a.** In August of 2010, Congress enacted the "Airline Safety and Federal Aviation Administration Extension Act of 2010". Section 206 of the Act, titled Flight Crewmember Mentoring, Professional Development and Leadership, requires the FAA to convene an ARC to develop procedures for each part 121 air carrier to establish flight crewmember mentoring programs, establish flight crewmember professional development committees, establish or modify training programs to accommodate substantially different levels and types of flight experience and to incorporate leadership and command training for all flight crewmembers.

**b.** To carry out the FAA's safety mandate, the FAA is chartering an ARC that will develop recommendations regarding rulemaking on flight crewmember mentoring, leadership and professional development.

**3. OBJECTIVES AND SCOPE OF THE COMMITTEE.** The Flight Crewmember Mentoring, Leadership and Professional Development ARC will provide a forum for the U.S. aviation community to discuss recommendations that will help the FAA develop requirements to ensure that air carriers establish or modify programs that address mentoring, leadership and professional development of flight crewmembers in part 121 operations. Specifically, the ARC should consider and address:

- a)** Flight crewmember mentoring programs
- b)** Flight crewmember professional development committees
- c)** Methods to establish or modify training programs to accommodate substantially different levels and types of experience.
- d)** Enhancements to Upgrade Training to include leadership and command training
- e)** Enhancements to Recurrent Training to include leadership and command training

- f) Other actions that may enhance flight crewmember professional development
- g) The ARC shall consider scalability of their recommendations to address the needs of small businesses.

The ARC will develop recommendations and submit them to the Associate Administrator for Aviation Safety for rulemaking consideration by November 15, 2010.

#### **4. COMMITTEE PROCEDURES.**

- a. The committee provides advice and recommendations to the Associate Administrator for Aviation Safety. The committee acts solely in an advisory capacity.
- b. The committee will discuss and present information, guidance, and recommendations that the members of the committee consider relevant in addressing the objectives.

#### **5. ORGANIZATION, MEMBERSHIP, AND ADMINISTRATION.**

- a. The FAA will establish a committee representing the various parts of the industry and Government.
  - (1) The ARC will consist of no more than 15 individuals.
  - (2) The FAA will invite selected organizations and individuals to participate as a member in the ARC. The ARC will include representatives from the aviation community, including pilot associations and training organizations.
  - (3) The FAA will identify the number of ARC members that each organization may select to participate. The Associate Administrator for Aviation Safety will then request that each organization name its representative(s). Only the representative for the organization will have authority to speak for the organization or group that he or she represents.
  - (4) Active participation and commitment by members will be essential for achieving the committee objectives and for continued membership on the ARC.
- b. The Associate Administrator for Aviation Safety will receive the committee recommendations and reports.
- c. The Associate Administrator for Aviation Safety is the sponsor of the committee and will select an industry chair(s) from the membership of the committee. Also, the Associate Administrator will select the FAA-designated representative for the committee. Once appointed, the industry chair(s) will:

- (1) Determine, in coordination with the other members of the committee, when a meeting is required.
- (2) Arrange notification to all committee members of the time and place for each meeting.
- (3) Draft an agenda for each meeting and conduct the meeting.

e. A Record of Discussions of committee meetings will be kept.

f. Although not required, committee meeting quorum is desirable.

**6. PUBLIC PARTICIPATION.** The Flight Crewmember Mentoring, Leadership and Professional Development ARC meetings are not open to the public. Persons or organizations that are not members of this committee and are interested in attending a meeting must request and receive approval before the meeting from the industry chair(s) or the designated Federal representative.

**7. AVAILABILITY OF RECORDS.** Under the Freedom of Information Act, 5 U.S.C. section 522, records, reports, agendas, working papers, and other documents that are made available to or prepared for or by the committee will be available for public inspection and copying at the FAA Flight Standards Service, Air Transportation Division, AFS-200, 800 Independence Avenue, SW., Washington, DC 20591. Fees will be charged for information furnished to the public according to the fee schedule published in Title 49 of the Code of Federal Regulations part 7.

**8. PUBLIC INTEREST.** Forming the Flight Crewmember Mentoring, Leadership and Professional Development ARC is determined to be in the public interest to fulfill the performance of duties imposed on FAA by law.

**9. EFFECTIVE DATE AND DURATION.** This committee is effective upon issuance. The committee will remain in existence 90 days from September 15, 2010, unless sooner terminated or extended by the Administrator.

J. Randolph Babbitt  
Administrator